



# **MUNICIPAL ADVISORY COMMITTEES**

**Presented at the Board of Supervisors' Workshop**

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# TODAY'S ROAD MAP

- Background
- Methodology
- Feasibility Investigation  
Timeline
- Survey
- Draft Policy Handbook
- Pros & Cons
- Potential Next Steps
- Questions



# BACKGROUND

- Housing Element Rezone Project / Penn Valley
- Other District issues
- Board “C” objective to “Investigate the feasibility of a Municipal Advisory Committee (MAC) for Nevada County.”



# BACKGROUND

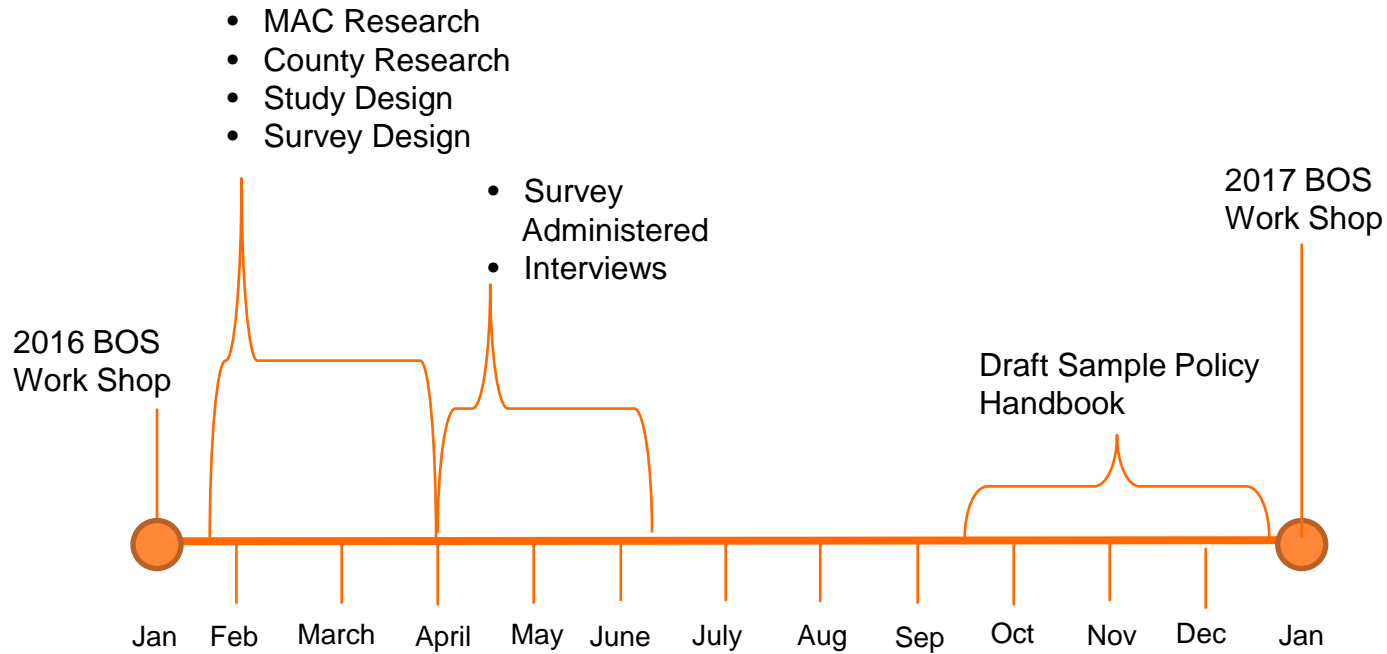
CA Government Code Section 31010 allows the Board of Supervisors, by resolution, to establish a municipal advisory council (MAC) for any unincorporated area in the County to advise the Board on matters of public health, safety, welfare, public works, and planning.

## MAC Formed Via Board Resolution:

- Name
- Member qualification & selection method
- Designated powers & duties
- Boundaries
- Voter approval, if wanted
- Other rules, regulations or procedures



# FEASIBILITY INVESTIGATION TIMELINE





## SURVEY METHODOLOGY

- I. Survey request sent to 10 rural counties
  - I. Department Staff Contact for MAC
  - II. Reviewed their online information
  - III. Five counties responded to survey:
    - I. El Dorado – Planning Department (2 MACs)
    - II. Mariposa - Planning Department (8 MACs)
    - III. Merced – Planning Department (8 MACs)
    - IV. Mono – Planning Department (9 MACs)
    - V. Placer – Board of Supervisors (13 MACs)
- IV. 4. Follow up interviews



# SURVEY QUESTIONS



## Survey Respondents- Staff overseeing MACs

1. Purpose/reason for formation
2. Goals / Focus
3. How are boundaries determined
4. Operational/administrative process/budget
5. Interface with Planning, Staff, and PC
6. Benefits / How is it working?
7. Detriments / challenges
8. One word of advice?







## Q1: PURPOSE/REASON FOR FORMATION

- To guide Area Plan development – ensure area plans address local values
- To have a stronger voice in local issues
- To improve communications with BOS/PC
- Desire for incorporation
- Other issues: geographic isolation, growth pressures, proximity to National Park, Caltrans grant







## Q2: GOALS/FOCUS

- Primarily Planning local issues such as major road projects, re-zones, etc.
- Retain rural character/address growth pressures from nearby areas.
- “Issue specific” similar to our Ag Advisory Commission or a Design Review Committee.
- Provide community perspective





## Q3: BOUNDARIES

- Established by an Area Plan or Community Region as defined in the General Plan
- Concurrent with a special district, such as a Community Service Area; or a Park, Fire or Sanitation District.
- Sphere of influence



## Q4: ADMINISTRATIVE/OPERATIONAL



Oversight – BOS/COB

Budgets – From “unknown” to \$27,000/year

Staffing – Board member and/or Board aide

Online presence – web pages, Facebook

Training – Brown Act/Ethics





## Q5: INTERFACE WITH PLANNING & PC

As an advisory body, a MAC does **NOT** “process” an application

- No additional charge to review a project
- No additional time for review
- Primarily advise the Planning Commission or BOS
- Other work: outreach, area plans





## Q6: MEASURES OF SUCCESS

- Successful update to a General Plan and Regional Transportation Plan
- A better road improvement project
- Controversy at BOS meetings might be much worse without a MAC.
- Seems to improve public interaction with County processes.





## Q7: CHALLENGES

- Staff resources
- Costs
- Longer timeframes
- Outreach and advertising to involve all points of view
- Finding the right individuals to serve.
- Keeping meetings on track, productive and organized.
- Political Bodies Promote NIMBYism
- District NOT County Centric





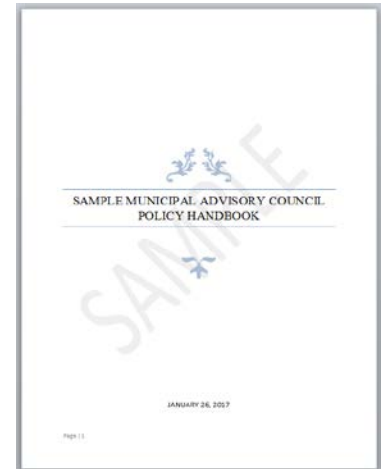
## Q8: WORDS OF ADVICE

- Have patience
- Establish clear goals, objectives, mission and vision.
- Set clear responsibilities. The Committee is advisory only, and recommendations may not be followed.
- Have good by-laws, and a good guidebook.
- Have dedicated members willing to work.
- Reach out to everyone





# SAMPLE MAC POLICY HANDBOOK



- Scope of Duties & Responsibilities
  - Advisory Only - Land Use & Development Focus
  - MAC Formations
  - Purpose, Boundaries, Bylaws
- MAC Members
  - Appointments, Composition, Training, Subcommittees
- MAC Operations
  - Meetings, Agendas, Minutes, Funding, Admin Support, Procedures
- Brown Act & Conflict of Interest
  - Compliance Resource





# WHAT WE HAVE LEARNED? PROS VS CONS

## Pros

- Advisory Only
- Land Use & Development Specific
- Build Community Consensus
- Improve Constituent Communication
- Increase Transparency
- Increase Citizen Participation & Inclusion
- Buffer Contentious Issues
- Public Education & Outreach
- Focus Planning Commission Authority - Vetting issues early on
- Community Area Plan

## Cons

- Administrative Costs
- Staff Role & Time
  - COB
  - BOS
  - Planning
- Commission Vacancies (Currently 19)
- Need vs Want
- Added Layer of Government
- Support NIMBYism
- Potential Mission Slip – Go Rogue



# RECOMMENDATIONS & OPTIONS

- MAC Pilot
  - Single Area Only
    - Penn Valley – Vibrant Participatory Community
  - 1-2 Year Pilot
  - Evaluate
  - Next Steps:
    - Authorizing Staff to form MAC
    - Staff Develop Policy Recommendations for Board Consideration
    - March – Resolution Forming Penn Valley MAC w/ effective date July 1, 2017
    - July – Board acknowledges MAC Member Appointments
- Improve Communication between Public, BOS and Planning in other ways
  - Town Hall Mtgs, Community Outreach, Partner Organizations, Coffee Dates



# DISCUSSION & QUESTIONS

